



NATIONAL HEADQUARTERS

USDA

2010-2011 PROGRAMS OF DISTINCTION PEER REVIEWER APPLICATION INFORMATION

4-H National Headquarters, National Institute of Food and Agriculture, USDA is requesting applications from Cooperative Extension professionals interested in peer reviewing Programs of Distinction manuscripts from around the country.

Programs of Distinction is a peer-reviewed collection of high quality youth development programs. Programs accepted into the collection demonstrate scholarship in research, education, and extension—they help tell the story of best practices and measurable outcomes in youth development work. Peer reviewers are Extension professionals who volunteer their time to support this unique national effort. They include 4-H youth development educators and specialists as well as other Extension professionals familiar with the field of youth development—including those working in family and consumer science, human development, and natural resources. Annually, peer reviewers may review 4 or 5 manuscripts, spending 2-6 hours on each one depending on the reviewer's work style, the quality of the manuscript, and the type of review.

BENEFITS to you as a reviewer include:

- An opportunity to help select outstanding Cooperative Extension youth development programs for inclusion in the 4-H National Headquarters' Programs of Distinction database.
- An opportunity to network with other youth development, family and consumer science, and natural resource professionals from around the country.
- A professional development experience to enhance your evaluation and program development skills.
- A valuable addition to your resume, vitae, or promotion and tenure file.
- Excellent training grounds for future POD submitters.

You should be able to:

- Review manuscripts submitted for Programs of Distinction in a timely manner—within 2 weeks when available.
- Make recommendations based on how well the submission meets established criteria.
- Provide specific comments that will be returned to the author(s).
- Serve as a peer reviewer for a minimum of 1 year (maximum of 2 years).
- Participate in a 2-hour web-based training.

If you have questions about the Programs of Distinction process, please send an e-mail to Maria Arnold, Youth Development Program Specialist, at POD@nifa.usda.gov.

Application Requirements and Instructions:

- 1) Applicants must have at least one peer review experience; prior national level experience preferred, e.g., NAE4-HA workshop review.
- 2) Return the completed application as an attachment via e-mail to POD@nifa.usda.gov, with "POD Reviewer Application" as the subject line.
- 3) Ask two people who know your professional work to submit a recommendation letter that speaks to your prior peer review experiences and any expertise you may have in the field of youth development. This is required for applicants to be considered. These contacts need to submit their letters via email to POD@nifa.usda.gov with "POD Reviewer Recommendation—Applicant's Name" as the subject line.
- 4) The application and letters of reference are **due by November 30, 2009**.

THANK YOU FOR YOUR INTEREST IN THE PROGRAMS OF DISTINCTION!